

Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 5/2/2018

BOARD MEMBERS PRESENT: Dr Joan M Cloonan - Chair
Brad D Andersen
Daniel J Messier
Michael W Shepherd
Paul D Sifford
Barry N Burnell

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Admin. Support Manager
Lori Peel, Investigative Unit Manager
Eric Nelson, Naylor & Hales
Maurie Ellsworth, General Counsel
Dicsie Gullick, Management Assistant

OTHERS PRESENT: Shelley Roberts, C.E.O. Idaho Rural Water Assoc.
Brian Moss, Applicant
Adrianna Hummer, Idaho Rural Water Assoc.
Terry Tucker, Applicant
Zack Kandler, Applicant

The meeting was called to order at 8:30 AM MDT by Dr Joan M Cloonan.

APPROVAL OF MINUTES

Mr. Burnell made a motion to approve the minutes of February 7, 2018. It was seconded by Mr. Parker. Motion carried.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case number WWP-2018-9. Mr. Messier made a motion to close the case with an advisory letter drafted with the assistance of Mr. Anderson. It was seconded by Mr. Parker. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. The deadline to submit proposed law changes to the Governor's Office is mid-July 2018 and the deadline to submit proposed rule changes to the Governor's Office is mid-August 2018 for the 2019 Legislative Session.

Ms. Cory said that an interim committee has been established to study occupational licensing. The Occupational Licensing and Certification Law Interim Committee will meet over the summer.

WATER/WASTEWATER APPRENTICESHIP PROGRAM

Shelley Roberts from the Idaho Rural Water Association presented an update of their water/wastewater apprenticeship program. She also gave an update on the sub-committee meeting that was held on April 25.

PROPOSED LAW AND RULES

Mr. Hales presented draft rules regarding the apprenticeship program to the Board. The Board made recommendations for edits to the rules and asked that he meet with the sub-committee again regarding the other potential rule changes.

EXECUTIVE SESSION

Mr. Sifford made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Shepherd. The vote was: Mr. Sifford, aye; Mr. Shepherd, aye; Mr. Andersen, aye; Mr. Messier, aye; Mr. Parker, aye; Mr. Burnell, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Burnell made a motion to come out of executive session. It was seconded by Mr. Parker. The vote was: Mr. Sifford, aye; Mr. Shepherd, aye; Mr. Andersen, aye; Mr. Messier, aye; Mr. Parker, aye; Mr. Burnell, aye; and Dr. Cloonan, aye. Motion carried.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$369,316.66 as of March 31, 2018.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Mr. Messier made a motion to approve the Bureau's recommendation and authorize closure in case I-WWP-2018-14. It was seconded by Mr. Shepherd. Motion carried.

EXAMINATION ISSUES

Mr. Ellsworth reviewed part of the testing contract with Association of Boards of Certification (ABC) and the issue of testing security as part of an investigation. He recommended that the Board table an application for re-examination until the investigation is over.

OLD BUSINESS

The Board reviewed the To Do List and the Board asked that the experience spreadsheet be in portrait, not landscape, format.

DISCUSSION REGARDING AUDIT PROCESS

The Board discussed the audit process as it is currently set up, and ideas to keep licensees with more than one license from being audited year after year. Mr. Messier made a motion to direct staff to implement changes as discussed. It was seconded by Mr. Shepherd

REVIEW OF DRAFT OF CONTINUING EDUCATION WEBPAGE

The Board reviewed the draft of the continuing education webpage. Mr. Messier made a motion to accept the changes as drafted. It was seconded by Mr. Parker. Motion carried.

REVIEW OF DRAFT OF CONTINUING EDUCATION APPLICATIONS

The Board reviewed the draft of the continuing education course application and continuing education renewal form. Mr. Messier made a motion to accept the changes to the applications as drafted. It was seconded by Mr. Shepherd. Motion carried.

SUB-COMMITTEE REPORT

Mr. Shepherd gave a report of the sub-committee meeting on April 25. He stated that Mr. Hales is working on a draft of rules regarding responsible charge and the sub-committee will be meeting again soon.

EXECUTIVE ORDER

The Board reviewed a rough draft of the Executive Order response and offered edits and changes. Mr. Messier made a motion to have Mr. Burnell work with Dr. Cloonan to prepare the final draft for review and final approval at the May 30 meeting.

NEW BUSINESS

NEXT MEETING was scheduled as a conference call on May 30, 2018 at 3:00 PM. The next face-to-face meeting was confirmed for August 1, 2018 at 8:30 AM.

APPLICATION PROCESS BETWEEN MEETINGS

The Board discussed how the application process between meetings should work. No action was taken.

DISCUSSION REGARDING RESPONSIBLE CHARGE TIME

The Board tabled the discussion until rules are drafted and brought to the next Board meeting.

DISCUSSION REGARDING EXAMINATIONS

The Board discussed written examinations and how much longer they would be offered. The Board said it would be discussed later this year but it anticipated the last written test will be held in October 2018.

DISCUSSION REGARDING APPLICATIONS

The Board discussed the wording on applications regarding examinations as well as the wording in the affidavit. Ms. Gullick suggested adding a phrase stating that if no exam is selected, the applicant will be signed up for the online exam. Dr. Cloonan suggested writing the affidavit similar to the Idaho Board of Social Work Examiners. Mr. Anderson made a motion to change the application as discussed, and to have the Board Chair and Vice-Chair approve the changes. It was seconded by Mr. Sifford.

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Mr. Burnell made a motion to come out of executive session. It was seconded by Mr. Shepherd. The vote was: Mr. Sifford, aye; Mr. Shepherd, aye; Mr. Andersen, aye; Mr. Messier, aye; Mr. Parker, aye; Mr. Burnell, aye; and Dr. Cloonan, aye. Motion carried.

CE COURSES

The following courses were approved during the Board meeting:

CITY OF BOISE PUBLIC WORKS

TOILETS AND TREATMENTS AROUND THE WORLD - 0.03 - WW

VOLATILE ACIDS & ALKALINITY - 0.01 - WW
TOTAL SOLIDS FOR DUMMIES - 0.01 - WW
ACTIVATED SLUDGE AND WASTEWATER ORGANISMS - 0.03 - WW
ESCHERICHIA COLI - 0.02 - WW
METALS TESTING: PREPARING THE WAY FOR TRACE METALS
ANALYSIS - 0.1 - WW

DEQ

CYANOBACTERIA SAMPLING - 0.1 - DW
CYANOBACTERIA SAMPLING SELF-ASSESSMENT – MANAGEMENT
PLAN OVERVIEW - 0.1 - DW
CYANOBACTERIA SAMPLING SELF-ASSESSMENT HOMEWORK –
0.1 - DW
CYANOBACTERIA SAMPLING MANAGEMENT PLAN HOMEWORK –
0.3 - DW

FERGUSON WATERWORKS

FIRE HYDRANTS, HISTORY OF WATERWORKS, DRILLING AND
TAPPING - 0.3 - DW
BUTTERFLY VALVES, GATE VALVES - 0.2 - DW
TECHNOLOGY IN WATER INDUSTRY - 0.1 - DW

HACH COMPANY

IDAHO WATER INFORMATION MANAGEMENT SYSTEM USER
GROUP - 0.1 - DW-WW

IDAHO RURAL WATER ASSOCIATION

CONTROL VALVE TRAINING - 0.6 - DW
DISTRIBUTION/TREATMENT DRINKING WATER CERT REVIEW I & II –
1.2 - DW

JEREMY COLES

WATER REUSE - 0.1 - WW
DESIGNING LAGOON BASED WWTPS FOR <1 MG/L AMMONIA IN
COLD WATER - 0.1 - WW
TERTIARY FILTRATION FOR LOW PHOSPHORUS WITH PLANT
TOUR - 0.3 - WW
ULTRASONIC ALGAE CONTROL - 0.1 - DW-WW
ACTIVATED SLUDGE - 0.1 - WW
TAKING ON THE NPDES PROGRAM IN IDAHO - 0.1 - WW
BEATING ULTRA LOW PHOS TARGETS WITH REACTIVE FILTRATION –
0.1 - WW
SEEPAGE TESTING - 0.1 - WW
ARC FLASH AND ELECTRICAL SAFETY - 0.2 - DW-WW
HARMONICS AND POWER QUALITY (VFDS) - 0.2 - DW-WW

WATERBORN ILNESSES - 0.1 - DW-WW
CROSS CONNECTIONS, BACKFLOW PREVENTION, AND SAMPLING –
0.1 - DW-WW
SIMPLE YET POWERFUL - GIS FOR WATER AND WASTEWATER –
0.1 - DW-WW
W/WW HYDRAULIC MODELING - 0.1 - DW-WW
WATER TREATMENT REVIEW I & II - 0.2 - DW
HARNESSING ENERGY EFFICIENCY TO IMPROVE OPERATIONS,
MANAGEMENT, AND SUSTAINABILITY - 0.1 - DW-WW
FIRE FLOW TESTING - 0.2 - DW
SCADA IN THE CLOUD - 0.1 - DW-WW
O&M MANUALS I CAN USE - 0.1 - DW-WW
TRENCHLESS PIPE REPLACEMENT TECHNOLOGIES - 0.1 - DW-WW
SMOKE AND DYE TESTING - 0.2 - WW
PHASED ASSESMENT STRATEGY FOR SEWERS - 0.1 - WW
DESIGN & SPECIFICATION OF SUBMERSIBLE PUMPS – AN
OPERATIONAL VIEWPOINT - 0.2 - DW-WW
I & I STUDIES - 0.1 - WW
CONFINED SPACE SAFETY - 0.2 - DW-WW
EFFECTIVE SEWER CLEANING - 0.2 - WW
RIVER SAMPLING - 0.1 - DW-WW
GREASE INTERCEPTORS/FOG - 0.1 - WW
EPAS CRIMINAL INVESTIGATION DIVISION AND CLEAN WATER ACT
CASES - 0.1 - DW-WW
DENTAL RULE - 0.1 - WW
THE FUTURE OF INSTRUMENTATION AND SENSOR DIAGNOSTICS –
0.1 - WW
PRETREATMENT INSPECTIONS - 0.1 - WW
IMPLEMENTING THE NATIONAL PRETREATMENT PROGRAM IN
IDAHO - 0.1 - WW
INSPECTION REQUIREMENTS FOR PRETREATMENT PROGRAMS –
0.1 - WW
PRETREATMENT TOPICS AND ROUNDTABLE DISCUSSIONS - 0.2 – WW
QUIT ON QUATS - 0.1 - WW
GENERAL LAB TOPICS - 0.1 - WW

NASSCO

PIPELINE CONDITION ASSESSMENT PROGRAM - 1.6 - DW-WW
MANHOLE/ACCESS POINT CONDITION ASSESSMENT PROGRAM –
0.4 - DW-WW
LATERAL CONDITION ASSESSMENT PROGRAM - 0.3 - DW-WW

UNIVERSITY OF FLORIDA TRAINING (UF TREEO)

WATER TREATMENT PLANT OPERATIONS CLASS C&B ONLINE –
14.4 - DW

US ENVIRONMENTAL PROTECTION AGENCY, WATER SECURITY DIVISION
ARE YOU CYBER AWARE? - 0.1 - DW-WW

The following courses were approved pending receipt of additional information:

15852
15853
15863
15864
15865

APPLICATIONS

Mr. Messier made a motion to approve the following applications for licensure:

BRANT MUSICK	WWPA-22466
JASON CHRISTOPHER CHOU	WWPA-22505
LENA JONES	WWPA-22422
LENA JONES	BATA-22421
PAUL D MCQUEEN	BATA-22468
RONALD LEROY POLACH	WWPA-22594
JUSTIN MICHAEL SMITH	WWPA-22395
ADDISON JAMES BOWEN	BATA-22410
ROBERT W JOHNSON	BATA-22580
MATHEW MCGUIRE	BATA-22593
ZACKARIAH LEVI KANDLER	BATA-22498
CARLOS R MARTINEZ	WWPA-22589
CARLOS R MARTINEZ	WWPA-22587
CARLOS R MARTINEZ	WWPA-22590
CARLOS R MARTINEZ	WWPA-22588
TAYLOR JOHN TORNKVIST	WWPA-22453
JEFFERY BRENT SANDERS	WWPA-22389
LUCAS EDWIN REOCH	WWPA-22430
LUCAS EDWIN REOCH	WWPA-22429
MATTHEW JAMES DODSON	WWPA-22398
RAYMOND GARRETT DAVILA	WWPA-22513
ROBERT LARRY CHRISTMAN	WWPA-22524
ROBERT LARRY CHRISTMAN	WWPA-22525
JASON LEE HUSKEY	WWPA-22392
KRIS JENSEN	WWPA-22391
CHARLES DEE JONES	WWPA-22595
BRETT JONATHAN HUDSON	WWPA-22607

Mr. Messier further moved to approve the following for examination:

ABERCROMBIE ANDREW JOHN	WWTLA
ALLEN DAVID J	WWC2
ARMSTRONG GORDON ANTHONY	WWT1
BALBACK JOSH J	DWT1
BALIS MARVIN COLE	DWD4
BARNES DARIN O	WWT4
BARNES LEVI B	DWD1
BERGSTROM DOUG D	DWD4
BETTERLEY GUSTAV	WWL1
BLACK DANIEL L	WWT4
BLOXHAM JUSTIN D	WWT4
BOWMAN DANIEL JOHN	DWD3
BOWMAN AUSTIN DEAN	DWT2
BOYACK DAVID	WWC3
BRANSON ALAN LEE	WWT1
BRIGGS CHRIS	WWT4
BROWN JONATHAN	WWC2
BUFFALOE ERIC WAYNE	WWT3
BUTCHER KENNETH LEE	WWTLA
CAREY WILLIAM J	DWT3
COLE STEVEN	WWT1
CORTEZ JR PETE	WWT4
COSTNER NATHAN JOSEPH	WWL3
COX JACOB	DWD3
CUSTER ZANE ANDREW	WWT4
DAHNKE JESSICA	DWD1
DAHNKE JESSICA	DWT1
DARI ROBERT PETER	WWT4
DAVIS CAMERON LEE	WWT1
DIAZ DAVID ALLEN	DWD1
DODSON MATTHEW JAMES	WWL1
DONOVAN BRIAN	WWT2
DONOVAN BRIAN	WWC2
DRAKE WARREN B	WWC1
DUNN MARSHALL JAMES	WWT4
ERICKSON RAPHAEL	WWT3
ERICKSON RAPHAEL	WWC2
ERICKSON RAPHAEL	WWTLA
FREEMYER STEVEN JAMES	WWT1
GASSEL DAVE J	WWT4
GIOVE CODY JOSEPH	DWT2
GLIDEWELL RYAN	WWT2
GONZALEZ ISAAC L	WWT2
GREEN DOUGLAS K	DWD1
GROSS ROBIN	WWC1

GUZMAN BRANDON	WWT3
HARPER IVAN BRUCE	DWD4
HARRISON STEVEN SKYLER	DWD1
HARTLEY CHARDON	DWD2
HENRICKSEN MIKE J	WWT4
HESS PAUL VICTOR	WWC1
HOLT TODD EARL	WWC2
HOLT TODD EARL	WWT2
HOOSICK CHRISTOPHER	WWC2
JOHNSON CHELSIE	DWT1
KILBORN JUSTIN	DWD3
KISSIRE TRAVIS J	WWC3
KUNS MATTHEW WIEND RIAN	WWC1
KUNTZ KERWIN R	DWT2
LACY BRYAN A	DWT4
LACY BRYAN A	DWD4
LANCASTER JON	DWD3
LEHTO BRETT WAYNE JOSEPH	DWD1
LENZ CONNOR	WWC2
LENZ CONNOR	WWT2
MCMANUS MICHAEL J	WWC1
MERRITT JAY L	WWT4
MEYERS KEVIN LEIGH	WWC2
MITCHELL MICHAEL B	DWD1
MITCHELL MARK	DWD1
MONG THOMAS VLADMIR	WWT3
ODEKIRK BRITTANY ELISE	WWC1
PAUL DALLAS PATRICK	DWD1
PECHIN BRANDON	WWT4
PEW BRANDON MICHAEL	DWD3
POELSTRA GLEN C	DWD4
POSER CASEY	DWD1
POST BRYANT WADE	WWL1
POWERS RYAN ELLIOT	WWC2
QUEZADA EFRAN	WWC2
QUIGLEY DALE EUGENE	DWD1
ROYCE CORY WARREN	DWD4
SAVAGE JAMES LEE	DWD3
SCHAETZ GARRETT DANIEL	WWT3
SCHROCK ROBERT A	WWT1
SCHULHOFF ROBERT	WWT2
SHAFFER LUKE JEFFERY	WWT2
SMITH JASON DENNIS	DWT4
SOUZA AUSTIN JAMES	DWD1
STIDHAM GAGE OWEN	WWT2
STUART CORY W	WWC3

TAGUE JOSEPH DANIEL	WWT4
TUCKER TERRY G	DWT1
VAIL BRIAN LYNN	WWT1
VIALPANDO JOSEPH RYAN	BAT
WADE DANIEL L	WWC2
WALCHLY RALPH	WWC1
WEBSTER RYAN DENNIS	DWD2
WEISGRAM TANNER NICHOLAS	WWT3
WHITE JEFFERY SCOTT	DWT2
WINGET TIMOTHY LEROY	DWD1
WOODBIDGE DALTON	WWT1
WORLEY CHAD BYRON	DWD1

Mr. Messier further moved to approve the following pending receipt of documentation and Board Chair review:

901125417
 901129595
 901108889
 901158105
 901026010
 901130990
 901157429
 901158075
 901127943
 901123752
 901144539
 901135664
 901154822
 901053707
 901104787
 901146425
 901154059
 901128221
 901128221
 901140025

Mr. Messier further moved to table the following applications:

901154277
 901156468
 901055647

It was seconded by Mr. Sifford. Motion carried.

ADJOURNMENT

Mr. Messier made a motion to adjourn the meeting at 5:12 PM MDT. It was seconded by Mr. Parker. Motion carried.

Dr Joan M Cloonan, Chair

Brad D Andersen

Daniel J Messier

Michael W Shepherd

Paul D Sifford

Barry N Burnell

Tana Cory, Bureau Chief